

# Hours Not Worked Air Pollution Control

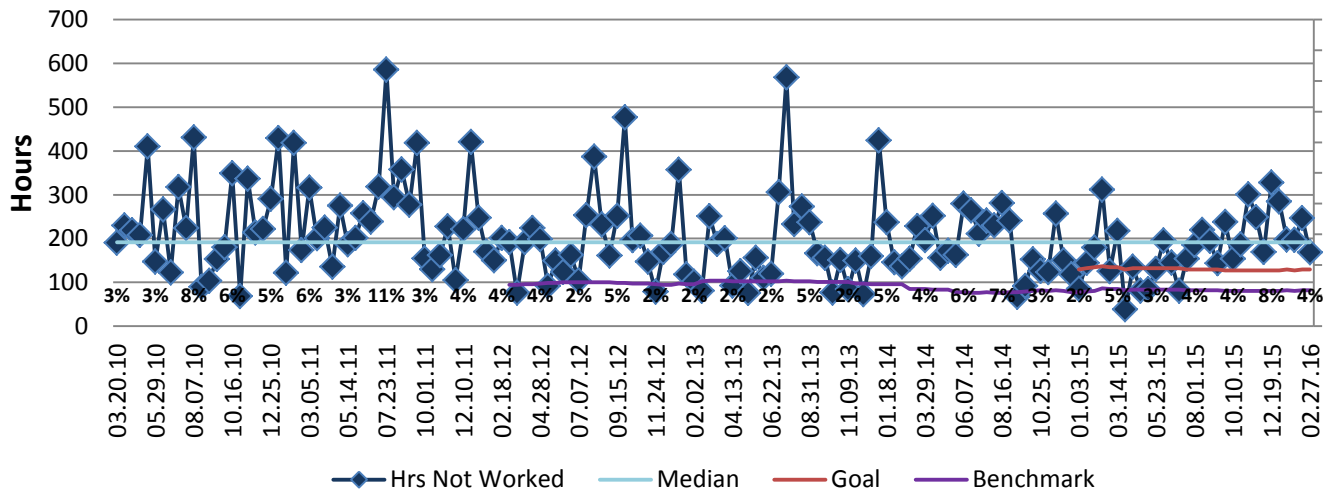
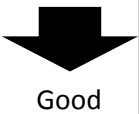


KPI Owner: Rachael Hamilton

Process: Time & Attendance

Baseline, Goal, & Benchmark		Source Summary	Continuous Improvement Summary			
Baseline: CY 14: 5,230 hours; 4%		Data Source: Payable Time PeopleSoft  Goal Source: Scope Summary  Benchmark Source: Bureau Labor Statistics	Plan-Do-Check-Act Step 8: Monitor and diagnose			
Goal: 3% in CY 15			Measurement Method: Total # of hrs per month employees were not at work performing normal job functions (excludes vacations & holidays), rate calculated by dividing by total standard hours			
			Why Measure: Better understand culture impact on employee attendance			
Benchmark: Local Government Rate of 1.9%			Next Improvement Step: Next Improvement Step: Reinforce policies. Seek ways to improve employee morale.			
How Are We Doing?						
03.01.15-02.27.16 12 Month Goal	03.01.15-02.27.16 12 Month Actual		02.14.16-02.27.16 Goal	02.14.16-02.27.16 Actual		
3,370	4,728		130	169		
Hours	Hours		Hours	Hours		

## Hours Not Worked



## 03.01.15-02.27.16 Pareto Analysis

